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Contact: Andrea Carr
Committee Services
01483 444058

7 October 2020

Dear Councillor

Your attendance is requested at a remote meeting of the **SERVICE DELIVERY EXECUTIVE ADVISORY BOARD** (formerly the Community Executive Advisory Board) to be held on **THURSDAY 15 OCTOBER 2020 at 7:00 pm**. The meeting can be accessed remotely via Microsoft Teams in accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

If for any reason Councillors lose their wi-fi connectivity to the meeting and are unable to re-join using the link in the Outlook calendar invitation, please re-join using the telephone number 020 3855 4748. You will be prompted to input a conference ID: 481 944 134#

Yours faithfully

James Whiteman
Managing Director

MEMBERS OF THE EXECUTIVE ADVISORY BOARD

Chairman: Councillor Angela Goodwin
Vice-Chairman: Councillor Ramsey Nagaty

Councillor Paul Abbey
Councillor Dennis Booth
Councillor Andrew Gomm
Councillor Diana Jones
Councillor Ann McShee

Councillor Bob McShee
Councillor George Potter
Councillor Jo Randall
Councillor Pauline Searle
Councillor Fiona White

Authorised Substitute Members:

Councillor Jon Askew
Councillor Chris Blow
Councillor Ruth Brothwell
Councillor Colin Cross
Councillor Gillian Harwood
Councillor Tom Hunt
Councillor Steven Lee
Councillor Nigel Manning

Councillor Ted Mayne
Councillor Masuk Miah
Councillor Marsha Moseley
Councillor Susan Parker
Councillor Maddy Redpath
Councillor Tony Rooth
Councillor Will Salmon
Councillor Catherine Young

QUORUM: 4



WEBCASTING NOTICE

This meeting will be recorded for live and/or subsequent broadcast on the Council's website in accordance with the Council's capacity in performing a task in the public interest and in line with the Openness of Local Government Bodies Regulations 2014. The whole of the meeting will be recorded, except where there are confidential or exempt items, and the footage will be on the website for six months.

If you have any queries regarding webcasting of meetings, please contact Committee Services.

Please contact us to request this document in an alternative format

THE COUNCIL'S STRATEGIC FRAMEWORK

Vision – for the borough

For Guildford to be a town and rural borough that is the most desirable place to live, work and visit in South East England. A centre for education, healthcare, innovative cutting-edge businesses, high quality retail and wellbeing. A county town set in a vibrant rural environment, which balances the needs of urban and rural communities alike. Known for our outstanding urban planning and design, and with infrastructure that will properly cope with our needs.

Three fundamental themes and nine strategic priorities that support our vision:

- | | |
|---------------------|--|
| Place-making | Delivering the Guildford Borough Local Plan and providing the range of housing that people need, particularly affordable homes |
| | Making travel in Guildford and across the borough easier |
| | Regenerating and improving Guildford town centre and other urban areas |
| Community | Supporting older, more vulnerable and less advantaged people in our community |
| | Protecting our environment |
| | Enhancing sporting, cultural, community, and recreational facilities |
| Innovation | Encouraging sustainable and proportionate economic growth to help provide the prosperity and employment that people need |
| | Creating smart places infrastructure across Guildford |
| | Using innovation, technology and new ways of working to improve value for money and efficiency in Council services |

Values for our residents

- We will strive to be the best Council.
- We will deliver quality and value for money services.
- We will help the vulnerable members of our community.
- We will be open and accountable.
- We will deliver improvements and enable change across the borough.

“The information contained in the items on this agenda has been allowed into the public arena in a spirit of openness and transparency to gain broad input at an early stage. Some of the ideas and proposals placed before this Executive Advisory Board may be at the very earliest stage of consideration by the democratic decision-making processes of the Council and should not be considered, or commented on, as if they already represent either Council policy or its firm intentions on the issue under discussion.

The Executive Advisory Boards do not have any substantive decision-making powers and, as the name suggests, their purpose is to advise the Executive. The subject matter of the items on this agenda, therefore, is for discussion only at this stage and any recommendations are subject to further consideration or approval by the Executive, and are not necessarily in final form.”

AGENDA

ITEM NO.

1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

2 LOCAL CODE OF CONDUCT AND DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

In accordance with the local Code of Conduct, a councillor is required to disclose at the meeting any Disclosable Pecuniary Interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and they must withdraw from the meeting immediately before consideration of the matter.

If that DPI has not been registered, the councillor must notify the Monitoring Officer of the details of the DPI within 28 days of the date of the meeting.

Councillors are further invited to disclose any non-pecuniary interest which may be relevant to any matter on this agenda, in the interests of transparency, and to confirm that it will not affect their objectivity in relation to that matter.

3 MINUTES (Pages 5 - 10)

To confirm the minutes of the Executive Advisory Board meeting held on 10 September 2020.

4 NEW PROJECT MANAGEMENT ARRANGEMENTS

To receive and discuss a presentation in respect of the Council's new Project Management arrangements.

5 EXECUTIVE FORWARD PLAN (Pages 11 - 38)

6 EAB WORK PROGRAMME (Pages 39 - 42)

To consider and approve the EAB's draft work programme with reference to the Executive Forward Plan.

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COMMUNITY EXECUTIVE ADVISORY BOARD

10 September 2020

- * Councillor Angela Goodwin (Chairman)
- * Councillor Ramsey Nagaty (Vice-Chairman)

- | | |
|---------------------------|-----------------------------|
| * Councillor Paul Abbey | * Councillor Bob McShee |
| * Councillor Dennis Booth | * Councillor George Potter |
| * Councillor Andrew Gomm | * Councillor Jo Randall |
| Councillor Diana Jones | * Councillor Pauline Searle |
| * Councillor Ann McShee | * Councillor Fiona White |

* Present

Councillors Tony Rooth, Paul Spooner and James Steel were also in attendance.

C1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies for absence were received from Councillor Diana Jones. There were no substitutes.

C2 LOCAL CODE OF CONDUCT AND DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

There were no declarations of disclosable pecuniary or non-pecuniary interests.

C3 MINUTES

The minutes of the meeting of the Executive Advisory Board held on 13 February 2020 were confirmed as a correct record and would be signed by the Chairman at the earliest opportunity.

C4 INTRODUCING CHARGES FOR RAT AND MICE TREATMENTS

The EAB considered a report which presented the background to the existing pest control service provided by the Council and proposed options for the possible introduction of charging for rodent (rats and mice) treatments. The report invited the EAB to consider the options and make a recommendation to the Executive regarding charging in relation to rats and mice treatments to ensure the EAB's involvement in considering the options for future service provision.

The options proposed and considered in the report were:

- Option 1 - Continue to offer a contracted out Pest Control treatment service with free rodent treatments for all residents in the Borough.
- Option 2 - Continue to offer a contracted out Pest Control treatment service but introduce charges for rodents with concessions for users in receipt of qualifying benefits.
- Option 3 – Continue to offer a contracted out Pest Control treatment service but introduce charges for all pest control services including rodents without any concessions.
- Option 4 –Discontinue the pest control treatment service at the end of the current contract on 30 June 2021.

Officers recommended Option 2 as it delivered a saving whilst continuing to maintain support for residents in receipt of qualifying benefits. Option 4 which proposed the most significant

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change was also not discounted by officers as it delivered the most significant guaranteed saving. Option 2 was put forward as a saving from this service area as there was a need for the Council to make a number of financial savings as part of the Future Guildford programme. Possible future unitary authority status in Surrey had been proposed since the options had been developed and could also have financial implications for the service.

The following points arose from related questions, comments and discussion:

- Charging for rodent treatment services would not have a significant impact on the Council's General Fund budget as any saving would fall into the ring-fenced Housing Revenue Account, which had a deficit of approximately £2,500 in 2019/20 in relation to this service. Although the deficit had been higher in previous years according to service demand, this amount was not considered to warrant the introductions of fees.
- Any charging concessions for people living on low incomes in receipt of qualifying benefits should equate to 100% discount.
- The list of qualifying benefits needed to be updated to reflect the current situation.
- The qualification for a discount for people in receipt of State Retirement Pension was questioned as this related to the majority of people in time and clarification was sought.
- It was possible that the introduction of charges would dissuade some people from seeking rodent treatment services and this would exacerbate infestations and the associated health risks, particularly during the Coronavirus pandemic.
- The current contractor administered discounts for people in receipt of qualifying benefits.
- As the joint rodent treatment contract between Guildford, Woking and Surrey Heath Boroughs was due to expire in June 2021, it was suggested that, if the two other boroughs were in agreement, a 12 month extension of the contract could be sought in order to provide an opportunity to gather information to inform future service delivery in the light of possible unitary reorganisation in Surrey. A benchmarking exercise involving other Surrey boroughs / districts would also assist with decisions around future service provision and charging regimes. There would be cost and charging implications if Guildford Borough individually procured a service contract.

The EAB agreed the following recommendations for submission to the Executive:

- The decision regarding the rodent treatment contract be deferred pending the gathering of information regarding the financial implications of residents in receipt of benefits utilising the service, the likely cost of a new contract and the possible impact of the reorganisation of Surrey into one or more unitary authorities. If possible, the current contract should be extended for 12 twelve months whilst this information is collected and analysed to inform future contractual arrangements.
- In the meantime, the Council should continue with the EAB's preferred Option 1.
- In the event that the Executive does not support the continuation of Option 1, as an alternative, the EAB seeks the implementation of Option 2 amended to allow residents in receipt of qualifying benefits to receive the service free of charge. The list of qualifying benefits should be updated to ensure that it does not exclude anyone who would otherwise be entitled to receive the service free of charge.

C5 TENANCY STRATEGY CONSULTATION AND REVIEW

A report concerning the Tenancy Strategy consultation and review was before the EAB for consideration. The report explained that there was a legal requirement under the Localism Act 2011 for the Council to prepare and publish a tenancy strategy and to review that strategy periodically, which this report addressed. The strategy itself set the over-arching

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framework that social landlords operating in the Borough should have regard to in framing their individual tenancy policies.

Having originally published a tenancy strategy in 2013, the Council had now conducted the required review. The revised strategy set out how the Council and other social landlords (Registered Providers or housing associations) operating in Guildford would determine the type and length of tenancies to be offered to social tenants in the Borough.

The strategy must include everything that social housing landlords should consider when drawing up their own tenancy policies, including the:

- Different types of tenure to be offered;
- Circumstances under which these different types of tenancies would be granted;
- Where fixed term tenancies were granted, the lengths of those terms; and
- Circumstances in which a new tenancy would be given should any fixed-term tenancy expire.

The government regulator of social housing set the Tenancy Standard that required all social landlords to publish individual tenancy policies, which in turn determined tenancy types and tenancy lengths for new tenants and how they were reviewed on any expiry.

The purpose of the strategy was to set out the Council's approach to the use of flexible and other tenancies. It was intended to provide guidance to Registered Providers (housing associations), informing their policies and practices to ensure that they met housing need across the whole of the Borough. In addition, it would indicate to housing applicants what they could expect from a tenancy, flexible or otherwise, to:

- Make the best use of social housing stock;
- Meet local housing needs and prevent homelessness;
- Enable a range of tenure options in a more balanced housing market; and
- Promote sustainable communities.

The tenancy strategy also aimed to support the Council's wider aspirations and could assist in improving the focus on community needs, established through dialogue and consultation with local stakeholders and communities and delivered in partnership with other organisations. In addition, the tenancy strategy permitted the Council to offer flexible tenure in line with current housing need.

The Executive would be considering this matter at its meeting on 27 October 2020 and the EAB was invited to submit such comments to the Executive on the revised Tenancy Strategy as it thought appropriate.

The related Consultation Tenancy Review exercise had consisted of an on-line consultation on the Council's website and direct contact with Registered Providers operating in the Borough and other stakeholders such as the Guildford Tenants' Action Group. Responses to the consultation had been low key as the strategy was of a mundane and technical nature and viewed by consultees as a 'business as usual' management tool.

The EAB was advised of the number and type of tenancies amongst the Council's housing stock of approximately 5,200 properties. These consisted of 61 non-secure tenancies, 161 introductory tenancies, and 985 flexible tenancies issued since 2013. The remainder of the tenancies, in the region of 4,000 allowing for some voids, were secure tenure.

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The following points arose from related questions, comments and discussion:

- Although the reviewed strategy appeared to be acceptable and supported by a consultation process, the report was considered to be disappointingly unhelpful as it lacked sufficient information to inform councillors' views, such as a summary of consultation responses, an indication of changes being made compared to the last strategy and any amendments put forward as a result of the consultation responses. Inclusion of information relating to the number and type of tenancies would be helpful.
- In terms of consultation, this had focused on Registered Providers. Although the Tenants' Action Group had been consulted directly as it was engaged in technical aspects of tenancies, it did not submit a response. Not all tenants had been contacted as there was a balance to be reached between expending the resources required to write to all tenants and the likely level of response to a technical strategy that was unlikely to change due to legislation.
- There were concerns regarding the principle of the strategy in relation to non-secure and flexible tenancies and it was acknowledged that the five year flexible tenancies could lead to tenants exercising their right to buy option at the expiry of their tenancy leading to a reduction in the amount of social housing. However, the tenants of 4,000 of the Council's properties benefited from secure tenancies.
- The solution to a shortage of social housing was to increase the provision to meet need.
- The creation of a single page information factsheet, possibly including case studies, which could be viewed on-line or printed was a means of engaging and informing tenants and potential tenants in respect of the strategy and tenancies. The Council's Communications Team could assist in this area.
- In view of the possibility of Surrey being restructured into one or more unitary authorities, consistency in providing tenant support and information across the county was sought.
- The Council's Housing Section undertook commendable work including assisting and supporting tenants and potential tenants. It would be interesting to explore how this support could be enhanced, particularly for vulnerable and homeless people.

The EAB made the following recommendations to the Executive:

- A single page information factsheet, possibly including case studies, be created with the assistance of the Council's Communications Team for viewing on-line or printing from the Council's website as a means of engaging and informing tenants and potential tenants regarding the Tenancy Strategy and tenancy conditions.
- A summary document to accompany reports such as the Tenancy Strategy providing consultation responses and proposed changes stemming from those responses be provided in future to inform councillors' considerations and recommendations.
- The delivery of additional social housing to meet local need be pursued to provide homes for people currently on the Council's housing waiting list.

C6 EXECUTIVE FORWARD PLAN

The EAB was advised that the report of the Review of EABs, which included the comments made by the Joint EAB at its meeting held on 9 July 2020, would be considered by the Executive and the Corporate Governance and Standards Committee before being submitted to full Council on 6 October 2020 for determination.

As the Guildford Economic Regeneration item, which was scheduled to be considered by the Executive on 5 January 2021, was likely to impact on the remits of both the Place-making and Innovation and Community EABs, it was suggested that it may be appropriate for the

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matter to be considered by the Joint EAB in advance of the Executive. This proposal would be considered by the Executive Advisory Board / Overview and Scrutiny Work Programme meeting on 11 September 2020.

Councillors were invited to submit any other suggestions for the referral of Executive Forward Plan items to the EAB for consideration to the Chairman or Vice-Chairman.

C7 EAB WORK PROGRAMME

The suggestion that Sutherland Memorial Park be added to the unscheduled list of the EAB's work programme to enable members to take a holistic view of the new tenancies and other changes at the Park, possibly in conjunction with the forthcoming Sutherland Memorial Park Strategy, would also be considered by the Executive Advisory Board / Overview and Scrutiny Work Programme meeting on 11 September 2020.

The meeting finished at 8.30 pm

Signed

Date

Chairman

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THE FORWARD PLAN

(INCORPORATING NOTICE OF KEY DECISIONS TO BE TAKEN BY THE EXECUTIVE AND NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE)

Schedule 1 to this document sets out details of the various decisions that the [Executive](#) and full [Council](#) are likely to take over the next twelve months in so far as they are known at the time of publication. Except in rare circumstances where confidential or exempt information is likely to be disclosed, all decisions taken by the Executive and full Council are taken in public, and all reports and supporting documents in respect of those decisions are made available on our website.

Members of the public are welcome to attend and, in most cases, participate in all of our meetings and should seek confirmation as to the timing of any proposed decision referred to in the Forward Plan from the Committee Services team by telephone on 01483 444102, or email committeeservices@guildford.gov.uk prior to attending any particular meeting (see note below for special arrangements for remote meetings during the Coronavirus crisis).

Details of the membership of the Executive and the respective areas of responsibility of the Leader of the Council and the lead councillors are set out in Schedule 2 to this document.

Key decisions

As required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, this document also contains information about known key decisions to be taken during this period.

A key decision is defined in the Council's Constitution as an executive decision which is likely to result in expenditure or savings of at least £200,000 or which is likely to have a significant impact on two or more wards within the Borough.

A key decision is indicated in Schedule 1 by an asterisk in the first column of each table of proposed decisions to be taken by the Executive.

In order to comply with the publicity requirements of Regulation 9 of the 2012 Regulations referred to above, we will publish this document at least 28 clear days before each meeting of the Executive by making it available for inspection by the public on our website: <http://www.guildford.gov.uk/ForwardPlan>

Availability of reports and other documents

Subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document to be submitted to a decision-maker for consideration in relation to a matter in respect of which a decision is to be made will normally be available for inspection on our website five clear working days before the meeting, or the date on which the proposed decision is to be taken. Other documents relevant to a matter in respect of which a decision is to be made may be submitted to the Executive, or to an individual decision maker, before the meeting or date on which the decision is to be taken, and copies of these will also be available online.

Taking decisions in private

Where, in relation to any matter to be discussed by the Executive, the public may be excluded from the meeting due to the likely disclosure of confidential or exempt information, the documents referred to above may not contain any such confidential or exempt information.

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In order to comply with the requirements of Regulation 5 of the 2012 Regulations referred to above, Schedule 1 to this document will indicate where it is intended to deal with any matter in private due to the likely disclosure of confidential or exempt information. Where applicable, a statement of reasons for holding that part of the meeting in private together with an invitation to the public to submit written representations about why the meeting should be open to the public when the matter is dealt with will be set out on the relevant page of Schedule 1.

James Whiteman Managing
Director

Guildford Borough Council
Millmead House
Millmead Guildford
GU2 4BB

Dated: 29 September 2020

Special Arrangements to be put in place during Coronavirus crisis

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ["the Regulations"] allow local authorities to hold meetings remotely, including by (but not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming.

The Regulations further modify existing legislative provisions to remove the requirement for local authorities to hold annual meetings, and to enable requirements for public and press access to local authority meetings and associated documents to be complied with through remote means and website access.

The Regulations apply to meetings of the Council, the Executive, Guildford Joint Committee, and all committees or sub-committees of these bodies, including Executive Advisory Board

SCHEDULE

COUNCIL : 6 October 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Review of corporate governance matters	To consider proposals from the Corporate Governance Task Group in respect of reviews of various corporate governance matters including: <ul style="list-style-type: none"> (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Protocol on Councillor/Officer Relations 	No	Report to Council (06/10/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (30/07/2020) and (24/09/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Capital and Investment Outturn Report 2019-20	<ul style="list-style-type: none"> (1) To note the Capital and Investment Outturn Report for 2019-20. (2) To approve the actual prudential indicators for 2019-20. 	No	Report to Council (6/10/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (30/07/2020) and Executive (22/09/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

<p>Citizen's Assembly on The Climate Crisis</p>	<p>To debate the petition.</p>	<p>No</p>	<p>Report to Council (6/10/2020)</p>	<p>John Armstrong 01483 444102 john.armstrong@guildford.gov.uk</p>
<p>Review of Executive Advisory Boards</p>	<p>To introduce a more efficient and effective EAB configuration and contribution.</p>	<p>No</p>	<p>Report to Council (06/10/2020) Incorporating comments/recommendations of Joint EAB (09/07/2020) Executive (22/09/2020) And Corporate Governance and Standards Committee (24/09/2020)</p>	<p>John Armstrong 01483 444102 john.armstrong@guildford.gov.uk</p>

EXECUTIVE: 27 October 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Tenancy Strategy	To set out the terms and conditions of tenancies to be offered by all registered providers within Guildford	No	Executive and Community EAB	Siobhan Kennedy 01483 444247 Siobhan.kennedy@guildford.gov.uk
Page 15	Timetable of Council and Committee Meetings 2021-22	To consider and adopt the timetable of Council and Committee meetings for the 2021-22 municipal year.	No	Report to Executive (27/10/2020) and Council (8/12/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
	Pest Control Services	To consider proposal to introduce charging for pest control treatments (rats and mice)	No	Executive and Community EAB	Justine Fuller 01483 444370 Justine.fuller@guildford.gov.uk
	Proposed Cathedral Walk walking/cycle route	To consider the proposed draft Mandate to deliver Cathedral Walk walking/cycle route linking the A3 in the west to Yorkies Bridge in the east.	No	Report to Executive (27/10/2020) (incorporating recommendations of the Place Making & Innovation EAB 12/10/2020)	Stephen Benbough 01483 444052 stephen.benbough@guildford.gov.uk

	Budget Assumptions and Inflation factors for service and financial planning 2021-22	To agree the inflation factors to be used in the preparation of the 2021-22 outline budget.	No	Report to Executive (27/10/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
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Agenda item number: 5

EXECUTIVE: 24 November 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Selection of the Mayor and The Deputy Mayor 2021-22	To submit nominations for the selection of the Mayor and The Deputy Mayor 2021-22 to Council for consideration.	No	Report to Executive (24/11/2020) and Council (08/12/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Page 17	Summary of transactions at less than best consideration.	Reporting on all less than best consideration transactions entered into annually.	No	Report to Executive (24/11/2020)	Mark Appleton 01483 444364 mark.appleton@guildford.gov.uk
	Councillor Working Groups	To review the current councilor working groups, and to determine whether they should continue in their present format, and if so to confirm the political composition of	No	Report to Executive (24/11/2020) Incorporating comments/recommendations of Community EAB (15/10/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

*	Weyside Urban Village Development Programme – Financial Gateway	To review the financial gateway and receive an update on the overall programme	No	Report to Executive (24/11/2020)	Michael Lee-Dickson 01483 444123 michael.lee-dickson@guildford.gov.uk
	Spend Update on Consultants and Agency Staff	To adopt the consultants Code of Practice and to consider any other recommendations made by the Overview and Scrutiny Committee 15 September 2020.	No	Report to Executive (24/11/2020) Incorporating comments/recommendations of Overview and Scrutiny Committee (20/10/2020)	Faye Gould 01483 44420 faye.gould@guildford.gov.uk
Page 18	Concurrent Functions Grant Report	To consider the concurrent functions grant report.	No	Report to Executive (24/11/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

Agenda item number: 5

COUNCIL: 8 December 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Timetable of Council and Committee Meetings 2021-22	To consider and adopt the timetable of Council and Committee meetings for the 2021-22 municipal year.	No	Report to Council (8/10/2020) Incorporating comments/recommendations of Executive (27/10/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Selection of the Mayor and The Deputy Mayor 2021-22	To submit nominations for the selection of the Mayor and The Deputy Mayor 2021-22 to Council for consideration.	No	Report to Council (8/12/2020) Incorporating comments/recommendations of the Executive (24/11/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Review of corporate governance matters	To consider proposal from the task group in respect of reviews of various corporate governance matters including: (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) Compliance with the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Guidance on social media use by Councillors (d) Internal communications	No	Report to Council (08/12/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (19/11/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

<p>Local Council Tax Support Scheme 2021-22</p>	<p>The Council agrees the current LCTS Scheme be amended for 2021-22 with effect from 1 April 2021 and agrees a discretionary hardship fund.</p>	<p>No</p>	<p>Report to Council (08/12/2020)</p>	<p>Belinda Hayden 01483 444867 belinda.hayden@guildford.gov.uk</p>
<p>The Council's Constitution: Procurement Procedure Rules and Financial Procedure Rules</p>	<p>To review and update the Procurement Procedure Rules and Financial Procedure Rules</p>	<p>No</p>	<p>Report to Council (08/12/2020) Incorporating comments/ recommendations of Corporate Governance and Standards Committee (19/11/2020)</p>	<p>Faye Gould 01483 444120 faye.gould@guildford.gov.uk</p>

EXECUTIVE: 5 January 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Page 21	Pitch Strategy	To adopt a Pitch Strategy	No	Report to Executive (5/01/2021) Incorporating comments/ recommendations of Community EAB (04/07/2019)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk
*	Guildford Economic Regeneration (GER)	The Executive is asked to endorse - 1. The Guildford Economic Regeneration Gateway 1 Report 2. Approval of the Report Recommendations 3. Approval of budget for Gateway 2 workstreams	No	Report to Executive (5/01/2021)	Michael Lee-Dickson 01483 444123 michael.lee-dickson@guildford.gov.uk

EXECUTIVE: 26 January 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Page 22	Annual Audit Letter 2019-20	To approve the Annual Audit Letter for 2019-20.	No	Report to Executive (26/01/2021) Incorporating comments/ recommendations from Corporate Governance and Standards Committee (14/01/2021)	Claire Morris 01483 444827 claire.morris@guildford.gov.uk
*	Off Street Parking Business Plan 2021-22	To consider the Off-Street Parking Business Plan and proposed street parking tariffs.	No	Report to Executive (26/01/2021) Incorporating comments/ Recommendations of Joint EAB (11/11/2020)	Andy Harkin 01483 444535 andy.harkin@guildford.gov.uk

	Capital & Investment Strategy 2021-22 to 2025- 2026	To recommend to Council the adoption of: <ul style="list-style-type: none"> the Capital and Investment Strategy the general fund capital estimates. the revised Treasury Management Strategy and Prudential Indicators Minimum Revenue Provision policy 	No	Report to Executive (26/01/2021) incorporating comments/ recommendations of the Joint EAB (7/01/2021) Corporate Governance and Standards Committee (14/01/2021) and Council (10/02/2021)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
Page 23	Housing Revenue Account Budget 2021-22	To recommend to Council approval of the HRA Revenue estimates, associated fees and charges, changes to rents of Council dwellings and approval of Housing Capital Programme for 2021-22.	No	Report to Executive (26/01/2021) incorporating comments/ recommendations of the Joint EAB (7/01/2021) and Council (10/02/2021)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
	Business Planning – General Fund Budget 2021-22	To recommend to Council: <ul style="list-style-type: none"> Approval of the general fund revenue budget for 2021-22 Agreement of a council tax requirement for 2021-22 Declaration of any surplus/deficit on the collection fund 	No	Report to Executive (26/01/2021) Incorporating comments/ Recommendations of Joint EAB (11/11/2020) and Council (10/02/2021)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

COUNCIL: 10 February 2021

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Capital & Investment Strategy 2021-22 to 2025-2026 Page 22	To adopt: <ul style="list-style-type: none"> • the Capital and Investment Strategy • the general fund capital estimates. • the revised Treasury Management Strategy and Prudential Indicators • Minimum Revenue Provision policy 	No	Report to Council (10/02/2021) incorporating comments/recommendations of the Joint EAB (7/01/2021) Corporate Governance and Standards Committee (14/01/2021) and Executive (26/01/2021)	VictoriaWorsfold 01483 444834 victoria.worsfold@guildford.gov.uk
Housing Revenue Account Budget 2021-22	To approve the HRA Revenue estimates, associated fees and charges, changes to rents of Council dwellings and approval of Housing Capital Programme for 2021-22.	No	Report to Council (10/02/2021) incorporating comments/recommendations of the Joint EAB (7/01/2021) and Executive (26/01/2021)	VictoriaWorsfold 01483 444834 victoria.worsfold@guildford.gov.uk
Business Planning – General Fund Budget 2021-22	To approve: <ul style="list-style-type: none"> • the general fund revenue budget for 2021-22 • a council tax requirement for 2021-22 • Declaration of any surplus/deficit on the collection fund 	No	Report to Council (10/02/2021) incorporating comments/recommendations of the Executive (26/01/2021)	VictoriaWorsfold 01483 444834 victoria.worsfold@guildford.gov.uk

EXECUTIVE: 16 February 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer

EXECUTIVE: 23 March 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	The Housing Allocation Scheme	Executive to agree updated scheme for Housing Allocation	No	Report to Executive (23/03/2021) Incorporating comments/ Recommendations of Community EAB (18/02/2021)	Siobhan Kennedy 01483 444247 siobhan.kennedy@guildford.gov.uk
Page 26	New Housing Strategy (including Homelessness Prevention and Rough Sleeping Strategies) 2020-2025	To develop a new housing strategy to include the statutory elements of homelessness prevention and rough sleeping.	No	Report to Executive (23/03/2021) Incorporating comments/ Recommendations of Community EAB (18/02/2021)	Siobhan Kennedy 01483 444247 siobhan.kennedy@guildford.gov.uk

COUNCIL: 13 April 2021

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer

EXECUTIVE: 20 April 2021

Agenda item number: 5

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Annual Governance Statement 2020-21	To adopt the Council's Annual Governance Statement for 2020-21	No	Report to Executive (20/04/2021)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Page 28	Policy on Debt Recovery	To develop a policy on how the Council manages debt recovery	No	Report to Executive (20/04/2021) Incorporating comments/recommendations of Place-Making EAB (01.04.2021)	Siobhan Rumble 01483 444296 siobhan.rumble@guildford.gov.uk Belinda Hayden 01483 444867 belinda.hayden@guildford.gov.uk
	Council Tax CAB Protocol	To consider and approve the protocol.	No	Report to Executive (20/04/2021) Incorporating comments/recommendations of Place-Making EAB (01.04.2021)	Belinda Hayden 01483 444867 belinda.hayden@guildford.gov.uk

COUNCIL 12 May 2021 (Annual Council Meeting)

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Election of Mayor and appointment of Deputy Mayor 2021-22	To elect a Mayor and appoint a Deputy Mayor for the municipal year 2021-22.	No	Report to Council (12/05/2021)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Appointment of Honorary Remembrancer 2021-22	To appoint the Honorary Remembrancer for the municipal year 2021-22	No	Report to Council (12/05/2021)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

COUNCIL: 18 May 2021 (Selection Council Meeting)

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Appointments to committees 2021-22	To agree the numerical allocation of seats to political groups on committees and to agree the membership and (where appropriate) substitute membership of those committees, including the election of committee chairmen and vice-chairmen	No	Report to Council (18/05/2021)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

UNSCHEDULED ITEMS – EXECUTIVE/COUNCIL

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
u	Future Operating Models for frontline services	To approve Future Operating Models for frontline services. <i>Report expected next year.</i>	No	Executive and Place-Making EAB	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk
u	Prohibition of Sky Lanterns	To consider and agree the prohibition of Sky Lanterns <i>Evidence gathering underway. Report expected later in the year.</i>	No	Executive	Raj Devandran 01483 444060 raj.devandran@guildford.gov.uk
u	Sutherland Memorial Park	To renew the lease to Guildford City Youth Project <i>Under review. Report expected later in the year.</i>	No	Executive Shareholder and Trustee Committee	Damien Cannell 01483 444553 damien.cannell@guildford.gov.uk
u	Lovelace Neighbourhood Plan	To adopt the Lovelace Neighbourhood Plan <i>The next stage is a referendum. The referendum is on hold due to the prohibition on polls until May 2021.</i>	No	Council	Dan Knowles 01483 444605 dan.knowles@guildford.gov.uk

u	Foxenden Tunnels	To consider the potential alternative future uses of the Shelter, possibly including a heritage element. <i>This project is completely dependent on the Covid19 situation, Consequently, the project has been deferred. No date.</i>	No	Executive Shareholder and Trustee Committee (TBA)	Scott Jagdeo 01483 444586 scott.jagdeo@guildford.gov.uk
*u	Crematorium Project	To approve the supplementary capital estimates. <i>Report expected 4-6 months from September 2020.</i>	No	Executive and Council	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk
u	Bedford Wharf Plaza Landscaping Scheme	To approve the landscaping scheme following public consultation <i>Awaiting officer advice.</i>	No	Executive and Place-Making EAB	Dermot Whelan 07800 540145 dermot.whelan@guildford.gov.uk
u	Charging for Regulatory Services	To consider proposal to charge for pre-application advice. <i>Not a priority at this time</i>	No	Executive	Justine Fuller 01483 444370 Justine.fuller@guildford.gov.uk
u	Transfer from provisional to approved capital programme for the surfacing of Burchatts Farm Barn car park	To agree the transfer from provisional to approved capital programme for the surfacing of Burchatts Farm Barn car park. <i>Deferred in March 2020 – no date yet</i>	*Yes Appendix 3	Executive	Sally Astles 01483 444728 sally.astles@guildford.gov.uk
u	Bike Share Scheme	To approve approach and programme for the procurement and commissioning of a town-wide bike share scheme. <i>Deferred June 2020 – no date yet</i>	No	Executive	Donald Yell 01483 444659 donald.yell@guildford.gov.uk

*u	Transfer of Gosden Common to Bramley Parish Council	To consider and approve the transfer of Gosden Common to Bramley Parish Council – <i>Officers are obtaining a legal quote for specialist legal advice so the item can be progressed.</i>	No	Executive	Fiona Williams 01483 444999 fiona.williams@guildford.gov.uk
u	Puttenham Neighbourhood Plan	To adopt the Puttenham Neighbourhood Plan. <i>Report estimated 2021.</i>	No	Council	Dan Nunn 01483 444671 daniel.nunn@guildford.gov.uk
u	Send Neighbourhood Plan	To adopt the Send Neighbourhood Plan. <i>Report estimated early 2021.</i>	No	Council	Gavin Stonham 01483 444464

Agenda item number: 5

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*u	Surrey Waste Partnership – Inter Authority Agreement	To confirm the formation of a Joint Committee to replace the Surrey Waste Partnership, to seek sign up to a relevant IAA and to agree what decisions around waste and what services we want delivered via a joint approach. <i>Report estimated late 2020</i>	No	Executive	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk
*u	Resurfacing of Westfield and Moorfield Roads	To agree the budget to be transferred from the provisional to the approved budget. <i>Currently waiting for the completion of phase 1, following which a review will be made relating to programme for phase 2.</i>	No	Executive	Michael Lee-Dickson 01483 445123 michael.lee-dickson@guildford.gov.uk
*u	Parks Strategy	To adopt a Parks Strategy <i>Report estimated late 2020 / early 2021</i>	No	Report to Executive Incorporating comments/ recommendations of Community EAB (5/09/2019)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk
*u	Industrial Estates	To consider strategies for the future development of individual industrial estates <i>Report estimated early 2021.</i>	No	Report to Executive	Melissa Bromham 01483 444587 melissa.bromham@guildford.gov.uk
*u	Future Residential Housing developments (HRA)	To consider proposals on a site by site basis <i>Awaiting officer advice.</i>	No	Report to Executive	Ian Doyle 01483 444669 ian.doyle@guildford.gov.uk

*u	Bridges – Inspection and Remedial Work	<p>(1) To approve appointment of consultants to: (a) carry out inspections (b) cost immediate and long-term works (c) advise on future inspection frequency</p> <p>(2) To approve works that arise from inspections Move money from provisional to approved capital programme</p> <p><i>Awaiting officer advice.</i></p>	No	Report to Executive	TBA
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Agenda item number: 5

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*u	Community Infrastructure Levy Charging Schedule	To adopt the Community Infrastructure Levy Charging Schedule <i>Anticipated to be produced in 12 months from current date 24/07/2020</i>	No	Report to Executive Incorporating comments/ recommendations of Guildford Joint Committee	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
*u	Planning Contributions SPD	To adopt the Planning Contributions SPD <i>Anticipated to be produced in 12 months from current date 24/07/2020</i>	No	Report to Executive	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
*u	Green and Blue Infrastructure SPD	To adopt the Green and Blue Infrastructure SPD. <i>No schedule yet. Check 2021 (07/20)</i>	No	Report to Executive	Dan Knowles 01483 444605 dan.knowles@guildford.gov.uk
*u	Green Belt SPD	To adopt the Green Belt SPD <i>Anticipated to be produced in 12 months from current date 24/07/2020</i>	No	Report to Executive	Laura Howard 01483 444626 laura.howard@guildford.gov.uk
*u	Review of Refuse and Recycling Service	<ul style="list-style-type: none"> To report back on Phase 2 of the review To agree future waste collection methodology <i>Report estimated late 2020</i>	No	Report to Executive incorporating comments/ recommendations from Community EAB	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk

UNSCHEDULED ITEMS – GUILDFORD JOINT COMMITTEE

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Traveller sites	(1) Identification of transit sites (2) Future management of existing traveller sites <i>Report estimated Feb/March 2021</i>	No	Report to Guildford Joint Committee	Ian Doyle 01483 444669 ian.doyle@guildford.gov.uk
Community Infrastructure Delivery	(1) To agree a statement of priority for the delivery of infrastructure described in the GBC Infrastructure Delivery Plan and informed by the GBC Regulation 123 list (2) To discuss and propose strategies for securing additional funding necessary for that delivery <i>Anticipated to be produced in 12 months from current date 24/07/2020</i>	No	Report to Guildford Joint Committee	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk

SCHEDULE 2

MEMBERSHIP OF THE BOROUGH COUNCIL'S EXECUTIVE

**AREAS OF RESPONSIBILITY FOR THE LEADER OF THE COUNCIL & LEAD COUNCILLORS
GUILDFORD BOROUGH COUNCIL**

Councillor	Areas of Responsibility
<p>Leader of the Council and Lead Councillor for Service Delivery</p> <p>Councillor Joss Bigmore</p> <p>c/o Guildford Borough Council Millmead House Millmead Guildford GU2 4BB</p> <p>(Christchurch Ward)</p>	<p>Customer Service, Governance including corporate Health and Safety, Future Guildford, Human Resources, Partnerships, Web Services</p>
<p>Deputy Leader of the Council and Lead Councillor for Housing and Development Control</p> <p>Councillor Caroline Reeves</p> <p>31 Artillery Road Guildford Surrey GU1 4NW</p> <p>(Friary and St. Nicolas Ward)</p>	<p>Housing, Homelessness, housing standards (HMOs, private rented sector), Development Control and Enforcement, Public Relations and Communications</p>
<p>Lead Councillor for Resources</p> <p>Councillor Tim Anderson</p> <p>c/o Guildford Borough Council Millmead House Millmead Guildford GU2 4BB</p> <p>(Clandon & Horsley Ward)</p>	<p>Finance, Commercial Asset Management, Procurement</p>
<p>Lead Councillor for Climate Change</p> <p>Councillor Jan Harwood</p> <p>c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB</p> <p>(Marrow Ward)</p>	<p>Innovation, Strategic Planning, Sustainable Transport, Housing Delivery</p>

Councillor	Areas of Responsibility
<p>Lead Councillor for Community Councillor Julia McShane 75 Applegarth Avenue Park Barn Guildford Surrey GU2 8LX (Westborough Ward)</p>	<p>Health, Wellbeing, Access and Disability, Safety, grants and voluntary services, Careline, Handyperson, Care and Repair</p>
<p>Lead Councillor for Economy Councillor John Redpath 12 Addison Road Guildford GU1 3QP (Holy Trinity Ward)</p>	<p>Economic Development, Social Enterprise, Rural Economy, Heritage and Community Assets</p>
<p>Lead Councillor for Regeneration Councillor John Rigg C/o Guildford Borough Council Millmead House Millmead Guildford GU2 4BB (Holy Trinity Ward)</p>	<p>Town Centre MasterPlan, Infrastructure, Major Projects, Strategic Asset Management</p>
<p>Lead Councillor for Environment Councillor James Steel c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB (Westborough Ward)</p>	<p>Waste, Licensing (including Health and Safety regulation), Parking, Parks and Leisure, Arts and Tourism, Bereavement, Environmental Health and Protection.</p>

EXECUTIVE ADVISORY BOARD WORK PROGRAMME

Corporate Plan and Forward Plan items are intended to give the EABs an early opportunity to consider major policies or projects.

SERVICE DELIVERY EXECUTIVE ADVISORY BOARD

18 FEBRUARY 2021

Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
Housing Strategy 2020-2025 (including the Homelessness Prevention and Rough Sleeping Strategies)	To develop a new housing strategy to include the statutory elements of homelessness prevention and rough sleeping.	No	Cllr Caroline Reeves	Siobhan Kennedy, Housing Advice Manager	2020
Housing Allocations Scheme	Review of the Housing Allocations Scheme to include legislative changes and potential new homelessness duties.	No	Cllr Caroline Reeves	Siobhan Kennedy, Housing Advice Manager	2021

1 APRIL 2021

Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
Council Tax CAB Protocol	To consider this protocol.	No	Cllr Tim Anderson	Belinda Hayden, Exchequer Services Manager	2021
Policy on Debt Recovery	To develop a policy on how the Council manages debt recovery.	No	Cllr Tim Anderson	Belinda Hayden, Exchequer Services Manager / Siobhan Rumble, Landlord Services Manager	2021

EXECUTIVE ADVISORY BOARD WORK PROGRAMME

JOINT EXECUTIVE ADVISORY BOARD

11 NOVEMBER 2020					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
Business Planning - General Fund Outline Budget 2021-22	To consider the outline budget and submit comments to the Executive		Cllr Tim Anderson	Claire Morris Resources Director	February 2021
Off-Street Parking Business Plan	To consider the Off-Street Parking Business Plan and proposed street parking tariffs.	Yes	Cllr James Steel	Chris Wheeler, Waste, Parking and Fleet Services Manager	
7 JANUARY 2021					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
Housing Revenue Account Draft Budget 2021-22	To consider the Draft HRA budget and submit comments to the Executive.	No	Cllr Caroline Reeves / Cllr Tim Anderson	Ian Doyle Service Delivery Director	February 2021
Capital and Investment Strategy 2021-22 to 2025-26	To consider the Draft Capital and Investment Strategy and submit comments to the Executive.	No	Cllr Tim Anderson	Victoria Worsfold Lead Specialist - Finance	February 2021

EXECUTIVE ADVISORY BOARD WORK PROGRAMME

UNSCHEDULED ITEMS

Service Delivery Executive Advisory Board

Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Review of Refuse and Recycling Service <i>(Awaiting progress update from report author.)</i>	To consider future options and proposals for the Refuse and Recycling Service.	Yes	Cllr James Steele	Chris Wheeler Waste, Parking and Fleet Services Manager / Liz Mockeridge Waste Policy and Development Manager	
Arts Collection <i>(Awaiting outcome of NLHF and other bids.)</i>	To review the Council's art collection located at the Woking Road Depot (www2.guildford.gov.uk/boroughcollection/)	No	Cllr Julia McShane	Sarah Fairhurst, Collections Manager, Heritage Services	
Foxenden Deep Shelter <i>(Subject to Charity Commission approval.)</i>	To consider the future use of the shelter.	No	Cllr James Steel	Simon Goldsworthy, Property Surveyor	
Fundamental Review of the Council Tax Support Scheme <i>(To be scheduled for May or early June 2021.)</i>	To contribute to the Fundamental Review of the Council Tax Support Scheme.	No	Cllr Tim Anderson	Belinda Hayden, Exchequer Services Manager	
Councillor Working Groups	To review the current councillor working groups, and to determine whether they should continue in their present format; and if so to confirm the political composition of each of them.	No	Cllr Joss Bigmore	John Armstrong, Democratic Services and Elections Manager	

EXECUTIVE ADVISORY BOARD WORK PROGRAMME

Joint Executive Advisory Board

Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Guildford Economic Regeneration (GER) Programme	To consider the economic regeneration of Guildford.	Yes	Cllr John Rigg	Michael Lee-Dickson, SARP Regeneration Lead	
North Street, Guildford, Development Site	To receive a briefing in respect of the North Street Development Site scheme.	Yes	Cllr John Rigg	Andrew Tyldesley, Town Centre Development Lead	
Sutherland Memorial Park	To consider related leases etc to ensure a holistic approach.	No	Cllr John Redpath	Damien Cannell, Asset and Property Manager	